



Missouri Division of Workforce Development



## SkillUP Weekly Claim For Transportation-Related Expenses (TRE)

### STUDENT INFORMATION

STUDENT'S NAME (Last, First, Middle)

STUDENT'S PHONE NUMBER

STUDENT'S STREET ADDRESS

CITY

STATE

ZIP CODE

### TO BE COMPLETED BY THE TRAINING FACILITY

YES NO

- ☐ ☐ During the week of \_\_\_\_\_, did the student terminate participation in training?  
If "Yes," Date Terminated \_\_\_\_\_ Last Day Attended \_\_\_\_\_

#### ATTENDANCE RECORD

- ☐ ☐ Did the student receive a subsistence, education and training or educational assistance allowance from a Pell Grant, Supplemental Education Opportunity Grant, Veterans Administration, Job Training Partnership Act or any other federally funded program for the week?

If "Yes," name of program \_\_\_\_\_ Date Received \_\_\_\_\_

\_\_\_\_\_ Number of days student attended training for the week of \_\_\_\_\_

### TRAINING FACILITY CERTIFICATION

The above answers are in accordance with our records. The student is making satisfactory progress in all scheduled classes. The student is on schedule to finish training in accordance with the SkillUP approved training program.

NAME OF TRAINING FACILITY

X \_\_\_\_\_  
TRAINING FACILITY REPRESENTATIVE'S SIGNATURE DATE

JOB CENTER

MAIL ORIGINAL OF THIS FORM TO:

DATE

STAFF NAME

For additional information about Missouri Division of Workforce Development services, contact a Missouri Job Center near you. Locations and additional information are available at [jobs.mo.gov](http://jobs.mo.gov) or (888) 728-JOBS (5627).

Missouri Division of Workforce Development is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri Relay Services are available at 711.

DWD-PO-605 (03-2019) SKILLUP WEEKLY CLAIM FOR TRE